

A G E N D A

City Council Meeting

Monday, August 20, 2018 – 6:00 p.m.

➤ **OPENING**

- **Call to Order**
- **Invocation by Pastor Ashely Randall, Garden City United Methodist Church**
- **Pledge of Allegiance**
- **Roll Call**
- **Recognition of Officer Kirk Brennaman as Police Officer of the Quarter**

➤ **RECEIVE INFORMAL PUBLIC COMMENT**

➤ **RECEIVE FORMAL PUBLIC COMMENT – *No requests***

➤ **CONDUCT PUBLIC HEARINGS – *No public hearings***

➤ **Approval of City Council Minutes**

- Consideration of City Council Minutes (7/16/18), Workshop Synopsis (7/23/18) and Workshop Synopsis (8/13/18).

➤ **Staff Reports**

- Receive monthly report from the Director of Human Resources
- Receive monthly report from the Director of Information Technology
- Receive monthly report from the Director of Parks & Recreation
- Receive monthly report from the Director of Planning & Zoning
- Receive monthly report from the Director of Public Works & Water Operations
- Receive monthly report from the Chief of Police
- Receive monthly report from the Fire Chief
- City Manager's Updates & Announcements

➤ **ITEMS FOR CONSIDERATION**

- **Ordinance, House Numbers:** An ordinance to amend the Code of Ordinances of Garden City, Georgia, as amended, to establish four (4") inches as the minimum height for the numbering of houses and principal buildings in the City; to designate the City Manager or his/her designee as the administrator for the purpose of enforcing the numbering requirement and to provide a penalty for violations.

- **Resolution, CAT Board Appointment:** A resolution by the Mayor and City Council to appoint Deidrick Cody as the City's citizen representative on the Chatham Area Transit Authority, to serve at the City's pleasure, on an at-will basis, for a term commencing on the effective day of this Resolution and ending July 1, 2023, and until the appointment and qualification of his successor.
- **Resolution, Crew Cab Truck & Flatbed Dump Truck Proposals:** A resolution by the Mayor and City Council to accept the proposal from J.C. Lewis Ford to sell the City a flatbed dump truck at the price of \$69,517.96, and the proposal of O.C. Welch Ford Lincoln to sell the City a crew cab truck at the price of \$29,897.00, and to authorize the City Manager to sign the purchase contracts or orders for the trucks.
- **Resolution, GMA Master Lease Agreement (Police Vehicles):** A resolution by the Mayor and City Council to authorize the City Manager to enter into and execute a lease supplement to the Master Lease between Georgia Municipal Association (GMA) and the City for the purchase of six (6) Dodge Chargers to be used as police vehicles, plus the costs of equipping same, at the approximate total purchase price of \$280,465.00.
- **Resolution, Water/Sewer Utility Bank Accounts:** A resolution by the Mayor and City Council to authorize the closing of the City's Well & Tank Bank Account and the Water Department Utility Deposits Bank Account at Wells Fargo Bank, the closing of the City's Water Department Merchant Services Bank Account at SunTrust Bank, and the transfer of such accounts to Bank of America.

➤ **ADJOURN**

MINUTES

City Council Meeting Monday, July 16, 2018 – 6:00 p.m.

Call to Order: Mayor Bethune called the meeting to order at 6:00 p.m.

Opening: State Representative Carl Gilliard gave the invocation and Mayor Bethune led City Council in the pledge of allegiance to the flag.

Roll Call:

Members: Mayor Bethune presided. Council Members: Mayor Pro-tem Kicklighter, Councilmember Campbell, Councilmember Cody, Councilmember Daniel, Councilmember Ruiz and Councilmember Tice.

Staff: Ron Feldner, City Manager; Rhonda Ferrell-Bowles, Clerk of Council; James P. Gerard, City Attorney; Gilbert Ballard, Chief of Police; Cliff Ducey, Recreation Director; Jackie Jackson, Special Projects Coordinator; Ron Alexander, Planning Director; Pam Franklin, HR Director; Ben Brengman, IT Director; Corbin Medeiros, Fire Chief and Benny Googe, Public Works Director.

Informal Public Comment: Mayor Bethune opened the floor to receive comment from the audience.

Mr. Tony Sterno said we are located at the old Bowen Jones property. He said we had fire and we are attempting to rebuild the build. He said we are having some issues with zoning and building.

Mayor Bethune asked the City Manager to set up a meeting with staff to see what could be done.

There being no further comments or questions, Mayor Bethune closed the informal public comment portion of the meeting.

Formal Public Comment: State Representative Carl Gilliard briefed City Council on the upcoming Farmers Market activities and the Georgia International Conference. He thanked Mayor and City Council for their support. Mayor Bethune said we appreciate all you do for Garden City.

City Council Minutes: Upon motion by Councilmember Campbell, seconded by Councilmember Kicklighter City Council voted unanimously to approve the city council minutes dated 6/18/18 and the workshop synopsis dated 7/9/18.

Staff Reports:

HR Director presented the Human Resources Department's report for the month of June.

IT Director presented the Information Technology Department's report for the month of June. Mayor Bethune asked the IT Director to see if there was any way to have the Planning Commission/BOA meetings put on the web.

Parks & Recreation Director presented the Parks & Recreation Department's report for the month of June.

Planning Director presented the Planning and Zoning Department's report for the month of June.

Public Works Director presented the Public Works and Water Operations Report for the month of June.

Chief of Police presented the Police Department and Code Enforcement's Report for the month of June.

Fire Chief presented the Fire Department's report for the month of June.

Items for Consideration:

Ordinance, Zoning Map Amendment (1101 Chatham Parkway): Mayor Bethune said the application was withdrawn by the applicant. He said staff and the owner were able to work out a solution without having to rezone the property.

Resolution, Town Center Updated Master Plan: Clerk of Council read the heading of a resolution by the Mayor and City Council to adopt the updated Master Plan for the City's Town Center Development on Dean Forest Road.

Upon motion by Councilmember Tice, seconded by Councilmember Kicklighter, City Council voted unanimously to adopt the updated Master Plan.

Adjournment: Upon motion by Councilmember Campbell, seconded by Councilmember Tice, City Council adjourned the meeting at 6:39 p.m.

Transcribed & submitted by: Clerk of Council
Accepted & approved by: City Council 8/20/18

Synopsis

City Council Workshop

Monday, July 23, 2018

Opening

Mayor Bethune opened the workshop and gave the invocation.

Attendees

Members: Mayor Bethune presided. Council Members: Bruce Campbell, Rosetta Cody, Marcia Daniel, Bessie Kicklighter, Debbie Ruiz and Kim Tice.

Staff: Ron Feldner, City Manager; Rhonda Ferrell-Bowles, Finance Director/Clerk of Council; James P. Gerard, City Attorney; Gilbert Ballard, Chief of Police, Ron Alexander, Planning Director; Jackie Jackson, Special Projects Coordinator; and Scot Robider, Code Enforcement Supervisor.

Public Works:

Crew Cab Truck & Flatbed Dump - City Manager presented the proposals to purchase one (1) crew cab truck and one (1) flatbed dump for the public works department.

After a brief discussion, City Council recommended staff move forward with drafting the resolutions for placement on the August 20th council agenda for formal consideration.

Police:

Patrol Vehicles - Chief Ballard briefed the City Council on the need to replace six of the patrol vehicles due to mileage and safety reasons. He said the estimated cost to replace the vehicles is \$285,000. He said there were a couple of years that we only bought three vehicles. We are at a critical point where we need vehicles. We need to replace six cars per year to be on par. He said we will have to see where we need to be in 2019.

City Manager said I feel that we will have a surplus in SPLOST. We included the acquisition of public safety equipment in the 2014 SPLOST referendum. We anticipate a surplus of SPLOST funds will likely materialize in 2019 and 2020 as a result of the City receiving a \$1 million grant from GDOT towards the cost of the Chatham Parkway reconstruction. The exact amount of the surplus is not confirmed at this time but it should be on the order of several hundred thousand dollars.

Mayor Bethune said we really need to take advantage of this SPLOST cycle. He said it does have an effect on an officer's morale when they are driving around in a bad vehicle.

City Manager said I recommend the City enter into a GMA Lease Agreement to acquire the new vehicles. This should result in the City only having to come up with a down payment in 2018 followed by the payment of future debt service payments using 2019 and 2020 SPLOST funds.

City Manager said we just paid the last debt service payment for the eight police vehicles purchased in 2015. He asked the Finance Director what was the interest rate on those vehicles. Finance Director said at that time it was 1.57%.

After a brief discussion, City Council recommended moving forward with applying for a supplement to the City's GMA Lease Agreement for \$285,000 for the acquisition of six police vehicles. City Manager said the Finance Director and City Attorney will reach out to GMA to negotiate the terms of the agreement.

Code Enforcement:

House Numbers Ordinance - Chief Ballard said the ordinance is to increase the size of the numbers from 2½" to 4" so they will be visible from the street.

Special Projects Coordinator said this is to get in line with the International Building Codes.

Councilmember Kicklighter said can you just have them on the mailboxes. Mayor Bethune said they need to be on the mailbox and house.

Special Projects Coordinator said we can add mailboxes and houses to the ordinance.

City Attorney said the ordinance states the numbers are to be placed thereon, in a place visible from the street, figures showing the numbered address of the house or building.

Finance:

Mid-Year Revenue & Expenditures Report: Finance Director asked City Council if there any questions regarding the mid-year report. There being no questions, City Council accepted the mid-year report.

2019 Budget Preparation Process: Finance Director said the FY2019 Budget Process Schedules were included in the workshop packet for your reference. The FY2019 budget request/proposal preparation packets go out to the department heads tomorrow morning. City Council is scheduled to receive the recommended budget at the September 17th pre-agenda session. She said the FY2019 City Council Budget Retreats are scheduled for September 25th and October 2nd.

Mayor Bethune said recreation projects need to be included in the next SPLOST referendum. He said we need to revisit the needs assessment that was done. He requested that staff look at what needs to be done and then get with City Council. He said the cost numbers for Highway 80 need to be confirmed so we can start working on a plan.

Administration:

Future Voluntary Board Appointment Process – City Manager presented a plan of action to establish a “Garden City Volunteer Board Replacement Working Group” to facilitate the future identification, evaluation and nomination of potential candidates for positions on the Planning Commission/Board of Zoning Appeals, Convention & Visitors Bureau, Coastal Regional Commission Board Citizen Position and the CAT Board. He said I believe that a nomination process led by the City Council is better than the City staff leading the process.

City Manager said the group would be made up of three elected officials with the Special Projects Coordinator serving as the staff liaison to keep up with all the documentation. He said the group would provide information to their fellow City Council members as needed at future workshops when a particular board position replacement is being considered.

City Attorney said the Pooler Chamber has a nominating committee, but the nominations can come from anyone.

Mayor Bethune said we have to appoint someone to the CAT Board at the August 20th council meeting. He asked for City Council’s thoughts on the appointment process.

After a brief discussion amongst City Council members, Councilmember Kicklighter said I’m not comfortable with the proposed appointment process. She said I feel we should stay with the process we have. City Council recommended staying with the present nomination and appointment process.

Councilmember Kicklighter said why don’t we invite the three CAT Board nominees to come to the August 13th workshop to be interviewed by City Council? We could do it at the very first part of the workshop.

City Manager asked Jackie to draft a profile of the position and the key issues related to the position. He said my goal was to get City Council involved in the nomination/appointment process.

Planning Commission You Tube Video Recording - City Council recommended moving forward with recording the next Planning Commission/BOA meeting to air on You Tube.

Vacant Lots with City Liens Discussion – Mayor Bethune said we know that the City has liens on properties throughout the City. He said we demolished the structure on the lot next to Bob Bryant’s house and the City has been maintaining the property ever since. I would like for us to go through the process to see if the lot can be sold. He said I understand that it is tied up with heirs.

City Attorney said the lot on Fourth Street is not heirs. He said I have a signed agreement with the owner of the lot. Also, I have established written communication with the owner of the lot on Spivey. He said we will need to give them a chance to pay.

City Attorney said Cooper Lane is the property that has heirs. One of the heirs called about it and I am trying to get the bill to her. He said the bill needs to be split up.

Code Enforcement Office said we are working on splitting the bill. I have had conversations with the church and they will probably pay the full bill.

City Manager said tomorrow morning you need to finish breaking up the bill for these properties and get it to the City Attorney.

Mayor Bethune said Code Enforcement put a sign on the lot on the corner of Sixth and Davis for the property to be cut. The lot was cut June 15th and the grass is back up again.

City Attorney said we do have procedures for going on people’s property to cut the grass and they need to be followed.

Code Enforcement Supervisor said I’m working on putting together Standard Operating Procedures for Code Enforcement.

Mayor Bethune said when we mail out certified letters can we add an administrative fee. City Attorney said we do collect an administrative fee.

Mayor’s Updates

Mayor Bethune said Habitat of Humanity is getting ready to build on a lot on Second Street. He asked if City Council would like to waive any of the building and/or permitting fees.

City Attorney said if you make an exception for one you would have to make exception for another.

Councilmember Daniel asked how much are the fees? Planning Director said the total is almost \$2,000.

City Manager asked staff to see how Savannah handles the fees.

Mayor Bethune said the Housing Team is looking at putting in a grant application for the next CHIP cycle.

City Manager's Updates

City Manager said we received \$89,000 from FEMA for Hurricane Irma. We are still chasing more money from FEMA for Hurricane Matthew and Hurricane Irma.

City Manager reminded City Council of the upcoming Georgia Ports Luncheon and Representative Gilliard's events.

Adjournment

City Council adjourned the workshop at 6:42 p.m.

Transcribed and submitted by: Clerk of Council

Accepted and approved by: City Council 8/20/18

Synopsis

City Council Workshop
Monday, August 13, 2018

Opening

Mayor Bethune called the workshop to order at 5:30 p.m. and Councilmember Campbell offered the opening prayer.

Attendees

Members: Mayor Bethune presided. **Council Members:** Bruce Campbell, Rosetta Cody, Marcia Daniel, Bessie Kicklighter and Kim Tice. **Absent:** Councilmember Debbie Ruiz.

Staff: Ron Feldner, City Manager; Rhonda Ferrell-Bowles, Finance Director/Clerk of Council; Gilbert Ballard, Chief of Police; Scott Robider, Code Enforcement Supervisor; Ron Alexander, Planning Director; and Corbin Medeiros, Fire Chief.

Visitor: Deidrick Cody

CAT Board Nominee Interviews

Mayor Bethune said serving on the CAT Board is a five year commitment. The Board generally meets once a month. He said this is the first time in a few years that we have had to replace our representative on the Board. He said I would like to thank you for volunteering. He said City Council would like for our CAT Board representative to meet with us from time to time to update us on issues and matters that we need to know about.

Mr. Cody said I have done a lot of research and CAT is very eager to expand its route. There are a lot of job in our area that many employees need transportation to our area. He said I spoke with some of the area businesses and transportation seems to be an issue. Also, I'm concerned about the some of the bus stops that appear to have damage and unsafe. He said CAT would like to work with Garden City on making improvements to the bus stops.

Councilmember Kicklighter said I'm glad to see you did your homework on CAT. We really appreciate your interest.

Councilmember Tice said I feel that CAT needs to update the bus stops so they have covers and benches.

Mr. Cody said I spoke with CAT and they said that no one has reached out to them about updating the stops. He said I plan to address the bus stops with them.

Councilmember Kicklighter said you will need to keep us informed so we can let our County representatives know how we feel on things.

Mayor Bethune said something we need is a bus stop at Groves, because they have a lot of students who stay after school. He said we also need to look for any other areas to expand service to in the City.

Councilmember Daniel said how far is a bus stop from Groves? Councilmember Cody said the bus stop in front of Chatham City is the closest to Groves.

Councilmember Daniel said are going to push for CAT service to come down Dean Forest. Mayor Bethune said we are looking at it.

There being no further questions or comments, Mayor Bethune thank Mr. Cody for attending the workshop.

Police – 2018 Byrne Memorial Justice Assistance Grant Application Update

Chief Ballard said this is a federal grant that we paired up with the City of Savannah on. We generally get this grant every year. He said we were approved last grant cycle for \$12,000 and we are looking to use the grant funds to purchase a new K-9. The cost to replace one of our K-9's is around \$14,000. He said we plan to supplement the grant funds with asset forfeiture funds to cover the difference of the grant. He said we plan to apply for a second K-9 to replace Arie. He said the grant funds for the second dog will not be released until late 2019.

Finance:

Payment Process for New Construction Utility Fees & Permitting Fees

City Manager said the Mayor contacted me regarding the payment process for new construction utility fees and permitting fees.

Finance Director said our current process for payment of new construction utility fees requires each fee (i.e. water tap, sewer tap, meter, and deposit) to be paid with a separate check, etc. She said this is required because the utility fees are deposited into separate bank accounts at separate banks. She said to streamline the payment process in order to reduce the number of checks having to be remitted by a customer, staff is requesting authorization to move the Well & Tank Bank Account and Water Department Utility Services Bank Account from Wells Fargo to Bank of America and the Water Department's Merchant Services Bank Account from SunTrust to Bank of America. She said having the water/sewer construction fee accounts all at Bank of America, would allow the finance staff to be able to transfer the money to the separate bank accounts which would allow the utilities department to accept one check for all the utility fees. Permitting fees would still be paid to the Planning/Building Department together on one

check. This would reduce the number of checks that a customer has to write/remit for new construction fees from five to two checks, which would put us in line with the payment process of surrounding municipalities.

City Council recommended approval of streamlining the payment process and directed staff move forward with preparing the necessary paperwork and resolution(s) for placement on the August 20th agenda for formal consideration/action by council.

Finance Department Staffing Changes

City Manager said Toni Layne, Utilities Billing Supervisor has announced that she will be retiring in September. He said her last day will be September 19th.

Finance Director said Lynnette Hymes a former employee of the City's finance department has been working on a part-time basis in the finance department. She said since Lynnette is familiar with the operations and procedures in the accounting and utility billing divisions of the finance department, we would like to bring Lynnette on full-time.

Councilmember Tice said what about the other utility staff? City Manager said they will be taking on bigger roles in the utility billing division.

Councilmember Kicklighter said I'm glad you two brought this to us, but this is something that the City Manager could do so it didn't really have to come to us.

City Manager said we wanted to make you aware on the staffing changes occurring in the finance / utility billing department due to Toni's retirement.

Telfair Road Right of Way

City Manager briefed City Council on the Telfair Road right of way. He said there is no opposition to closing the right of way. He said if you all have no issues, then I will move forward on getting an appraisal. He said the property will have to be advertised for sale and a public hearing held.

Mayor's Updates

Mayor Bethune thanked the Code Supervisor for getting the pool taken down.

Mayor Bethune said I would like to see if Jim can go through the process to see if the vacant lot owned by the City in Chatham Villa can be sold to build a house on.

Councilmember Kicklighter said I believe the City also owns a lot on Wynoca behind the old Piggly Wiggly.

Councilmember Cody said I would like to stay informed on what's happening with the vacant lot(s) in my neighborhood. Mayor Bethune said you can attend any of the Housing Team meetings or get copies of the minutes.

Councilmember Cody said the house where Benny dug the ditch out, the man says when it rains the ditch is overflowing. She said someone told him that we didn't have an easement for the ditch behind in back of his trailer.

City Manager said we can clean the ditch on Leon Village, because we have easements.

Planning Director said unfortunately, he is located in a flood plain and is at the low end of the area.

Planning Director said next time have him call me and I'll go out with Benny.

City Manager's Updates

Town Center/Roberts Properties – City Manager said a summary of the closing documents will be included in the September 10th workshop agenda packet. A resolution to authorize myself or the Mayor to close the real estate deal will go before you at the September 17th council meeting followed by the closing on September 20th. Bids were opened Wednesday of last week for all the public extensions for the town center. He said the bid came in at what we were budgeting. We will have six months or 180 days from the closing date to have the sidewalks, etc. done. He said we will need to award the bid to Mill Creek Construction at the September 17th council meeting so they can be ready to begin upon closing.

Mayor Bethune said I attended the School Board kickoff and they will start having public meetings on the new Groves School complex.

City Manager said we had a good turnout for the event on Friday.

Adjournment

There being no further items for discussion, City Council adjourned the workshop at 6:23 p.m.

Transcribed and submitted by: Clerk of Council

Accepted and approved by: City Council 8/20/18

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR AND CITY COUNCIL **DATE:** August 20, 2018

SUBJECT: Human Resources Department Report for Month of July 2018

Report in Brief

Attached is the Human Resources Department's Month End Report.

Prepared by: Pam Franklin

Title: Human Resources Director

Reviewed by: _____

Title _____

City Manager

Attachment(s)

Human Resources Department / Month End Report

Recruitment/Positions filled

The City is recruiting for a Police Officer and/or Police Officer Recruit and a Firefighter I.

New Hires

The City welcomes two new employees to the Patrol Officer Brandi Stock to the Police Department and Brandon Kornegay to the Public Works Department.

Employment Terminations

Two employees resigned from employment during July.

City Employment

The City ended the month with a total of 105 full-time employees.

The chart below illustrates the percentage distribution by department of full-time employees with actual employee count by department to the right of each department.

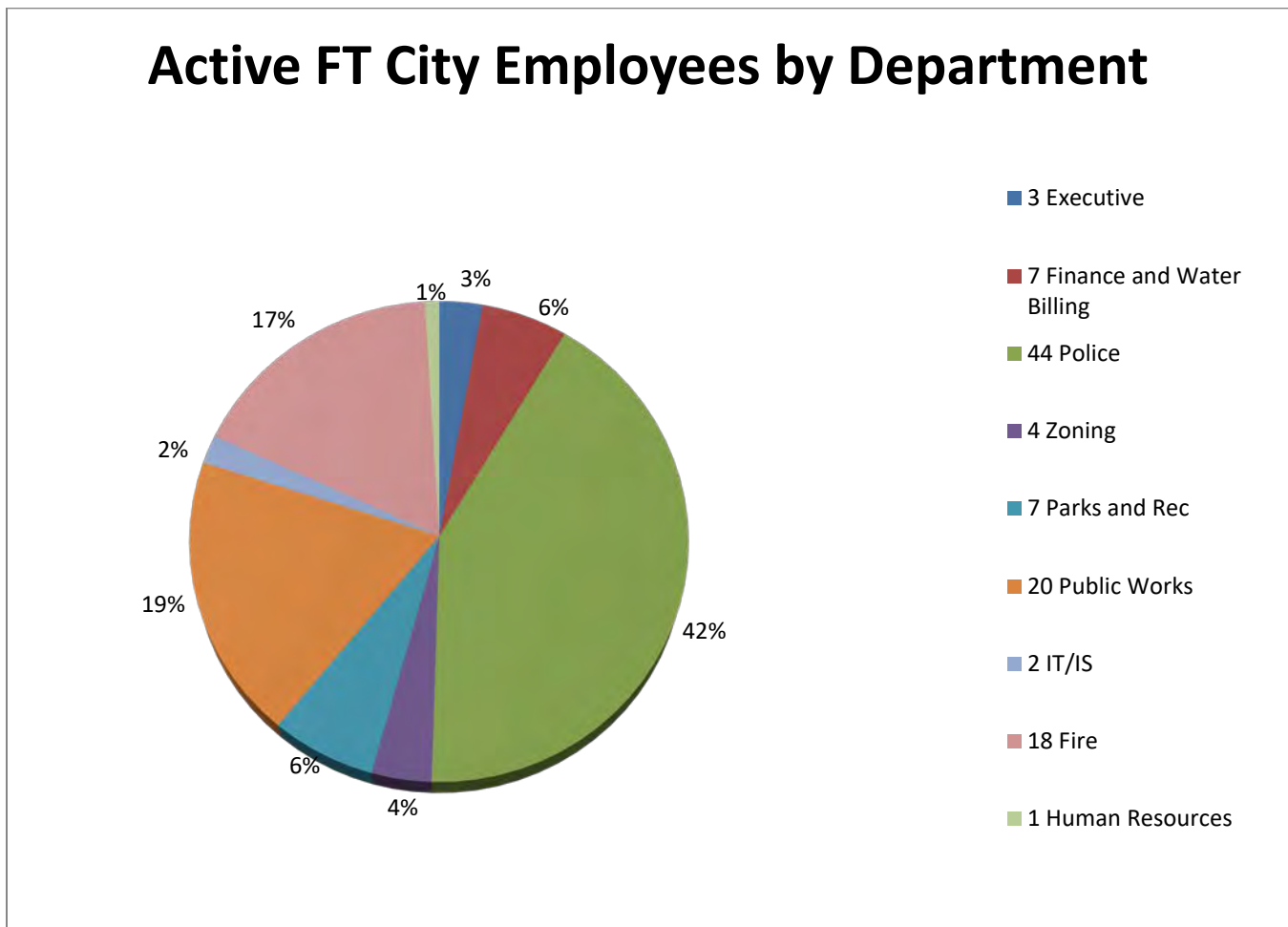


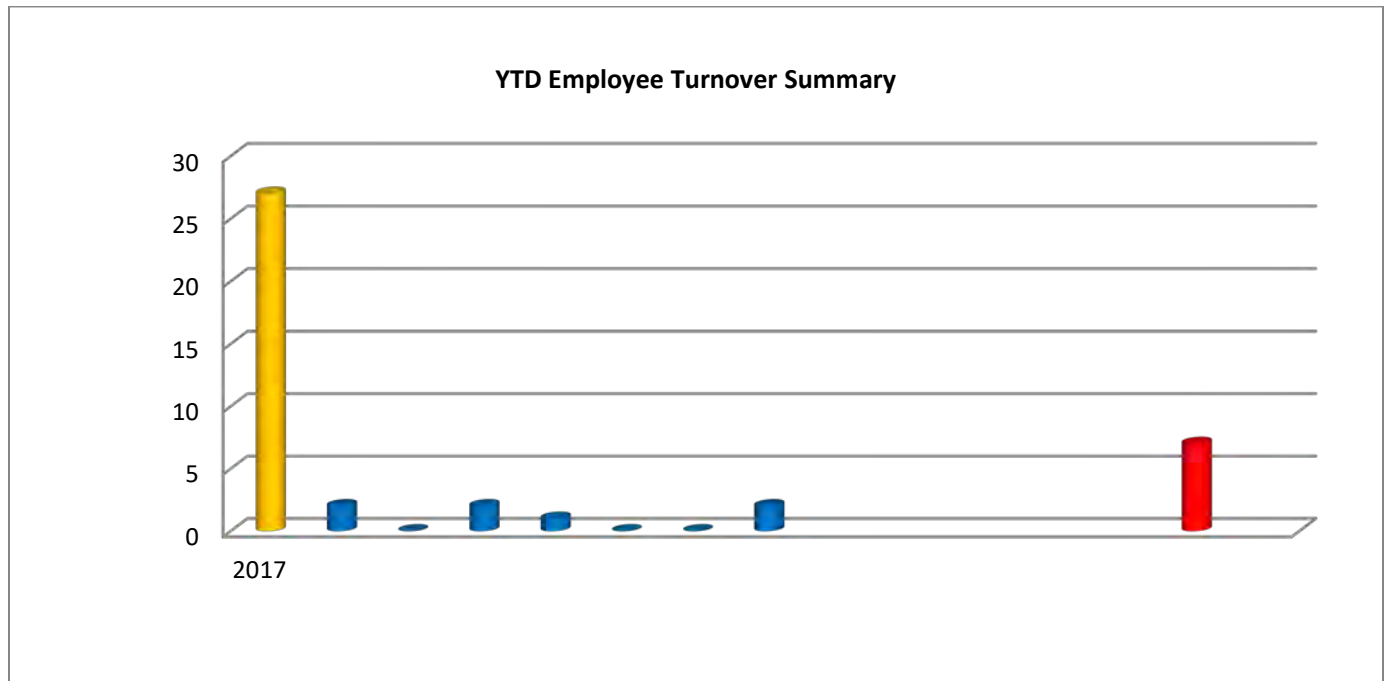
FIGURE 1 NOTE: 2018 TOTAL COUNCIL APPROVED/BUDGETED POSITIONS IS 119

EMPLOYEE TURNOVER DATA

The City's turnover rate per month

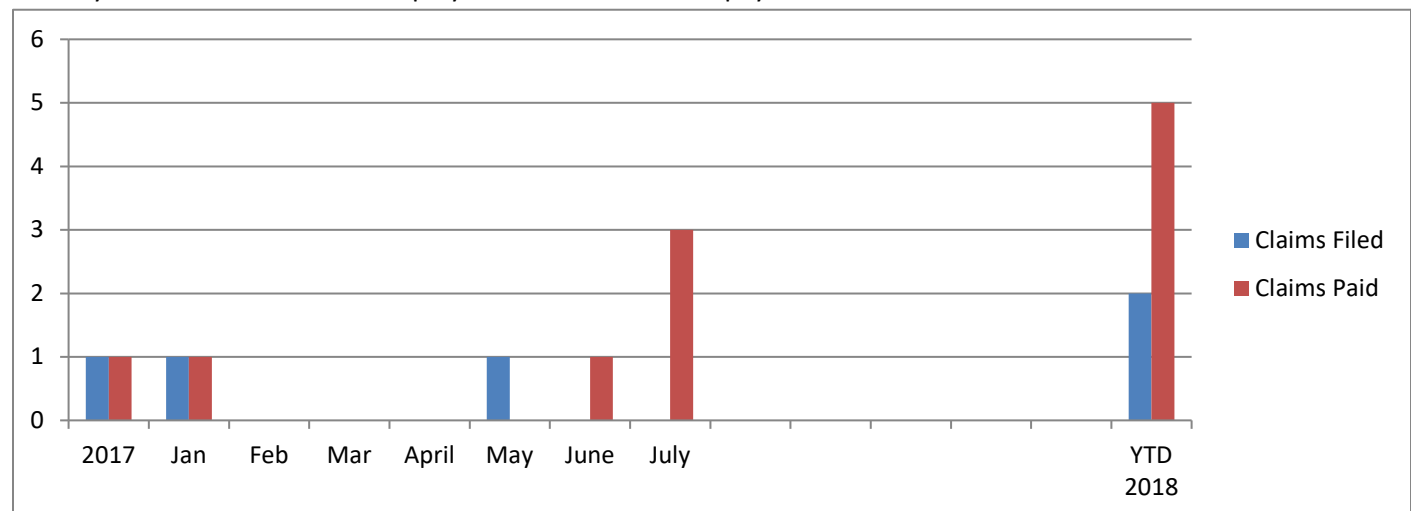
- January 2%
- February 0
- March 2%
- April 1%
- May 0
- June 0
- July 2%

The graph below illustrates turnover in full time positions for 2018 compared to turnover occurring in the previous year.



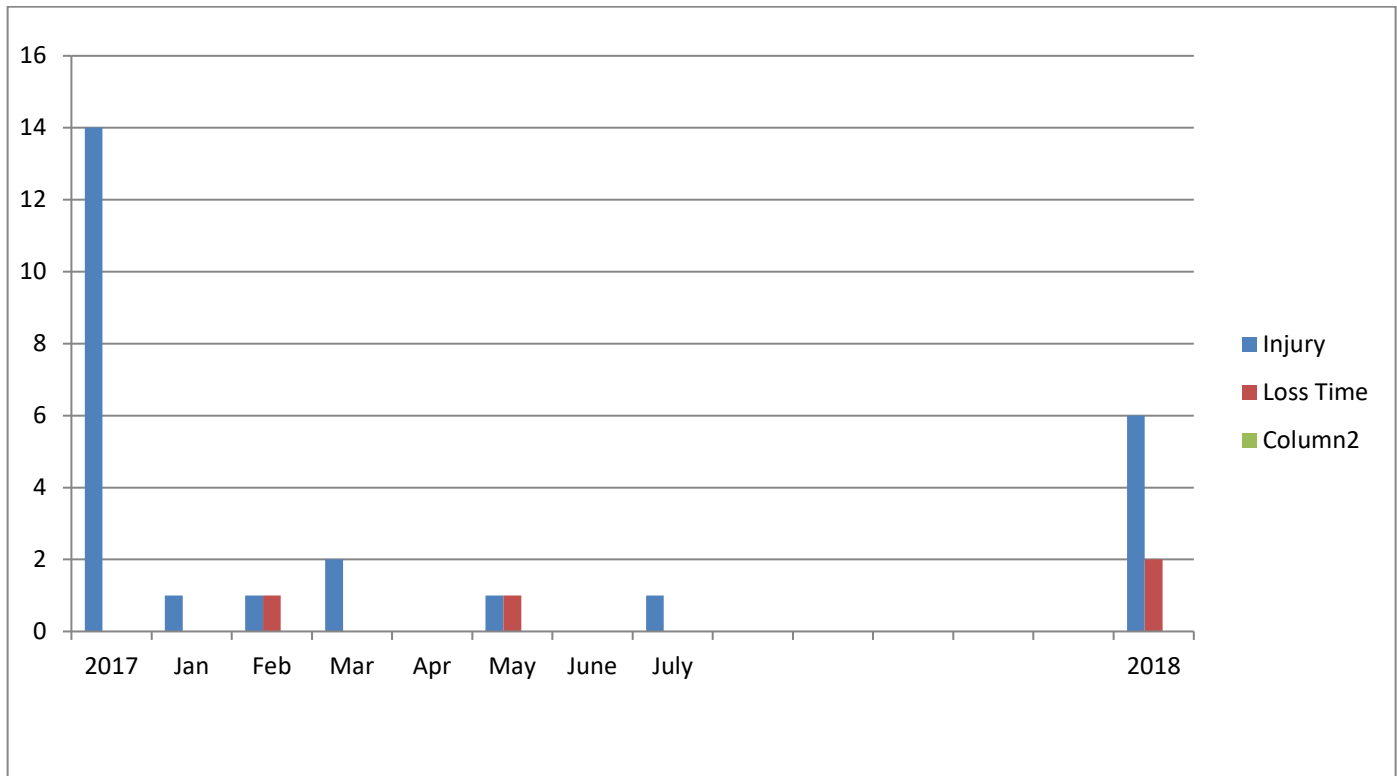
Unemployment Claims:

The City has received three Unemployment claims filed and payable YTD.



Workers Compensation

The City experienced 1 workers comp injury with no loss time for the month.



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR AND CITY COUNCIL DATE: 8/20/2018
SUBJECT: *Technology Department Report for the Month of April 2018*

Report in Brief

The Technology Department Monthly Status Report includes a wide variety of information in an effort to better inform the public and the City Council.

Prepared by: Benjamin Brengman
Title Director of Information Technology

Reviewed by: _____
Title _____

Ron Feldner, City Manager

Attachment(s)

Technology Report

- The new Garden City website has been launched and we are adding new items daily.
- You can now view the Garden City City Council meetings on YouTube.
- Deployed three new computers.

Website

- Currently we have 869 followers on Facebook and 478 followers on twitter.
- We had 2013 visits to the website from during the month of July for a daily average of 65 visits.

Building Maintenance

- Reupholstering of the Council Chambers chairs are about 60% complete.
- In the process of repairing the HVAC on the City side of City Hall.
- Did the routine maintenance on the HVAC.
- Repairs doors within City Hall.

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
Parks & Recreation

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: August 15th 2018

SUBJECT: *Parks & Recreation July Report*

Report in Brief

The Parks & Recreation Monthly Status Report includes a summary of the monthly activities and projects of all divisions within the Department. This report also provides information regarding key items of interest and/or activities throughout the month. Garden City Parks and Recreation Department July report. Our staff continues to relish opportunities to provide quality programming and facilities to our residents. We encourage all residents to engage themselves in a program of choice and begin reaping the emotions and physical rewards associated with teamwork, interaction and physical and mental activity.

The operations detail contained in this report is for the Month of July 2018 and all related information is current as of August 15th, 2018.

Prepared by: Cliff Ducey
Title Parks & Recreation Director

Reviewed by: _____
Title _____

Ron Feldner, City Manager

Attachment(s)

**Parks & Recreation Department
Status Report
Summary - July 2018**

Adult/Youth/Sports Programs & Community Relations Activities/Events

Adult Programs

Senior Center

During the Month of July 40 Senior Citizens per day attended/participated in adult programs at the Senior Center. Total number of lunch meals served 703. Also 120 breakfast meals were served.

Activities included: Devotion time, bingo, trivia, puzzles, dominoes, bridge, cards, pool and line dancing and muscle strengthening exercise.

➤ ***Monthly Programs Offered***

- New programs are offered each month, so stop by the Garden City Senior Center to see *what's new*.
- 26 Attended "Western Night" supper. The next supper will be a "Luau" on August 30th!
- Programs for August are from the County Extension Office on food safety and also free caption phones will be offered to the Seniors with a program on August 21st!
-
- Instead of going to the movies we have started to have "Movie Day " at the Center will popcorn and coke! July and August Movie Day was WELL attended. July movie was Forever My Girl and the August movie was I Can Only Imagine! This is the second attempt for Movie Day! (The first time it failed because the Seniors talked so much thru the movie)
-
- The van is filled to capacity every "Eat Out" night. We now go out twice a month to eat out. The first of the month we eat only at a Garden City Restaurant
-
- 22 seniors will be leaving Sept. 24th for a 10 day trip to Maine!

Youth Programs

Cooper Center

During the month of July, 30 per day Youths attended/participated in youth programs/Breakfast-Lunch Program. **Activities included: Ping-Pong, indoor board games and playground.**

➤ **Monthly Programs Offered**

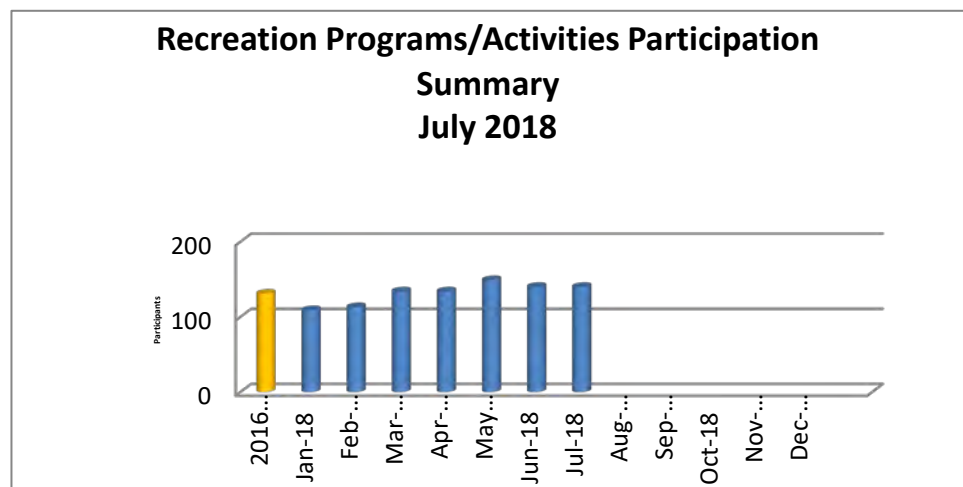
- Summer Program/ Kids Café
- Camp style activities
- Outdoor fenced in playground and basketball court.

Sports Programs/Activities

➤ **Upcoming Sports Programs/Events**

- Soccer Registrations – July 18 – August 20th
- Football/Cheerleading Registrations – July 1 – August 24th
- Football Practice Begins – August 1st
- Soccer Practice Begins – August 24th

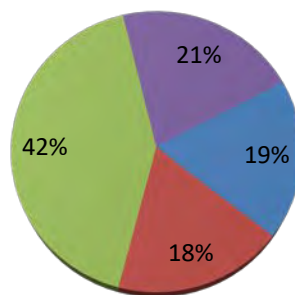
The graphs below are visual summaries of the number of participants in Garden City's Recreation Programs/Activities.



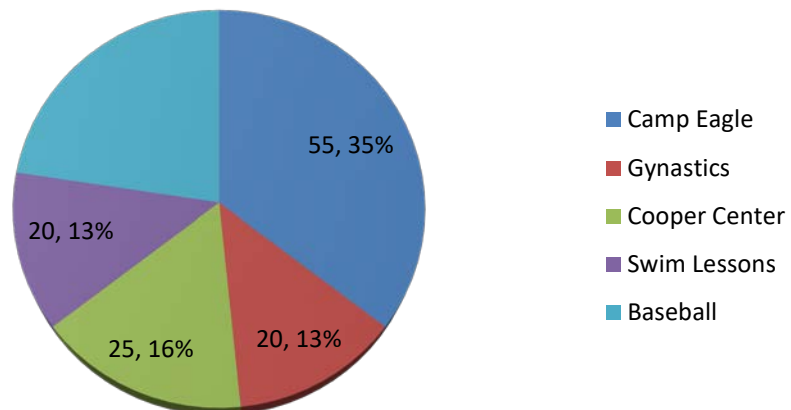
The graphs below are visual summaries of the number of participants in Garden City's Recreation Programs/Activities.

July Participation

■ Adult Programs ■ Youth Sports Programs ■ Youth Programs ■ Sr. Citizens



Top Activities June 2018





PLANNING AND ECONOMIC DEVELOPMENT GARDEN CITY GA

MONTHLY REPORT

PREPARED FOR:

Garden City Council

PREPARED BY:

Ron Alexander, Building Safety Director
100 Central Ave.
Garden City, Ga. 31405
(912-547-2972)

July 31, 2018

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1.0 MONTHLY REPORT

1.1 SPECIAL PROJECTS AND EVENTS

1.1.1 Events

New Business: In July Site Plans were under review for Roberts Properties Inc. the proposed development of the Garden City Town Center. The development will have additional landscapes, parking, retail, restaurants, office buildings and residential apartment housing consisting of one, two and three bedrooms. The apartment community will have a total of 232 units with many amenities such as a pool, clubhouse, fitness room and playground. The development will construct five new buildings to include BLDG 1 11,700 SF with 4,420 Retail and 7,280 Restaurant, BLDG 2 11,700 SF with 4,420 Retail and 7,280 Restaurant, BLDG 3 6,864 SF for Retail, BLDG 4 will be 2 stories with 38,400 SF Office Space and BLDG 5 will be 2 stories with 38,400 SF Office Space.

In July Site Development plans were under review for Lot 4, West Chatham Business Park. This will be a 16,500 square foot facility that will have two suites. The proposed multi-tenant building will have a 10,000 SF tenant space and a 6,500 SF tenant space.

In June Site Development plans were approved for SOS Tire at 266 Alfred Street. SOS Tire located at 115 Kicklighter Way will be expanding their operations. This required Re-Zoning the property at 266 Alfred Street from C-2A to I-1. In July the Vertical Plans were approved for the new 20,000 SF building that will have a waiting area, business area, shop area and storage/parts area. New FEMA Flood Insurance Rate Map (FIRM) effective on August 16, 2018 show 266 Alfred Street changing from a high risk flood area to a moderate risk flood area the owner request to build according to the regulations of the new flood zone. Permits will be issued after August 16, 2018.

In July Site Development plans continued under review for Chatham Commercial Condominiums. The Vertical plans were approved pending Site plan approval. This will be the fourth new structure at 1101 Chatham Parkway it will be a 10,557 SF office building of Speros Technology Company.

In April Site Development permits were issued for Lot 7 of Centerpoint Intermodal Center on Sonny Perdue Drive. This will be a 248,000 sq ft Spec Building. In July the Vertical plans were approved and permits issued.

In June Site Development plans were approved and permits issued for W8 Shipping on Old Louisville Drive. In December the warehouse renovation plans were received and permits for the Vertical improvements were issued in March.

Site Development plans were received for OTD Logistics located on Old Louisville Road. Permits for the Building Renovations were issued in February. In July the Site Development plans continued under review.

In January permits were issued to Manker Landscape for Site Development on Bell Street. Vertical plans were approved in February and permits were issued for the new 5,600 SF building that will be office space and equipment space.

In January Site Development plans were received for Pump-N-Go on Augusta Road. The Pump-N-Go will develop the lot to add pumping stations and renovate the existing structure to include a convenience store and tenant spaces. In April Site Development and Building permits were issued.

Centerpoint Intermodal Center completed development of 10 Sonny Perdue Lot 3 this is a 492,492 square foot spec building. In March interior plans were approved and permits issued for tenant DAMCO that will occupy the 223,874 sq ft of the facility. In July interior plans were under review for revisions to the building to accommodate tenant UPS that will occupy 268,653 sq ft on the facility.

During the month of July 2018 there were several other new projects and business submitted for review and approval. Several others projects submitted previously have also been approved during this reporting period. The approved projects have recently commenced construction activities and are at various stages of construction at this time.

1.1.2 SPECIAL PROJECTS

CRS Cycle Verification Visit. The City continues its efforts to strengthen our services in Floodplain Management. As a condition of continued participation in the Community Rating System (CRS) program every five years a CRS community must participate in a cycle verification visit. The City completed its cycle verification visit on April 18, 2017. Preparation for the visit required the City to make an in-depth review of the **City's** activities to make certain that this community is receiving credit for implemented activities noted in the CRS program. After the April 2017 CRS Cycle Visit, several City Departments had 30 days in which to submit all remaining requested documentation. The submitted documentation is expected to help the City of Garden City improve the **resident's** insurance rates and save money. The effort has involved multiple City Departments and their commitments. In July the CRS Specialist requested additional information to be sent by August 10, 2018. Once this information is submitted Garden City will receive a preliminary report and credit point summary.

In 2017 development of the Program for Public Information (PPI) Committee for Garden City continued with a meeting held on April 12, 2017. During the meeting the committee studied the needs of the community and the different needs for individual areas within the City as well as the City as a whole. The committee discussed the need for an aggressive campaign to get information out to the public and discussed target areas and groups that may need special attention. The committee discussed programs that are already taking place in the community and how those programs and activities fit the PPI plan. Newly proposed projects were developed through discussions at the committee meeting. There are 12 projects and initiatives that will be implemented during 2018.

The Garden City Housing Team will renovate homes in 2018. In support of the Housing Team the Director of Planning and Economic Development and the Garden City Building Inspector, inspected 13 homes in Garden City. The Planning and Economic Development department and the Housing Team will be working with DCA to receive funding in 2019.

1.1.3 New Businesses

NAME	PHYSICAL ADDRESS	BUSINESS TYPE
1. CAPITAL LIGHTING & SUPPLY	150 CHATHAM PKWY	WHOLESALE ELECTRICAL DISTRIBUTOR
2. AMERITEL OF AUGUSTA ROAD LLC	4213 AUGUSTA RD	RETAIL STORE
3. GRAPE VINE FLOWER NURSERY	312 SALT CREEK RD	FLOWER NURSERY
4. LANGE ENERGY & DRIVES INC	8 BRYCE INDUSTRIAL DR	ELECTRICAL CONTRACTORS
5. THE PAINTED PEACOCK LLC	4909 AUGUSTA RD	NAIL SALON
6. RABEY ELECTRIC COMPANY INC	10 BRYCE INDUSTRIAL DR	ELECTRICAL CONTRACTORS
7. CRUSADE FITNESS 365	1101 CHATHAM PKWY	FITNESS CENTER
8. CSG TRANSPORT LLC	4107-A 8TH ST	GENERAL FREIGHT TRUCKING TERMINAL
9. PREMIER SERVICES & MANAGEMENT	1481 DEAN FOREST RD	PROPERTY MANAGING NON RESIDENTIAL
10. SA RECYCLING LLC	100 SONNY PERDUE DR	SCRAP METAL RECYCLING
11. THE WRIGHT APPLIANCE REPAIR	138 SALT CREEK RD LOT 16	OFFICE FOR APPLIANCE REPAIRS

1.2 PLANNING AND ZONING

This department, in conjunction with the other effected City departments, continues to systematically develop the data base common to those department needs and improve accessibility to the individual departments.

Monthly activity in Planning and Zoning services are as follows:

There were 1 action items on the agenda of the Planning Commission and 1 action items for the Board of Appeals for the hearing on 7-10-2018.

The meeting notes are as follows:

Minutes
Board of Zoning Appeals/Planning Commission
July 10, 2018 – 6:00PM

Public Hearing

Receipt of Public Comment on the petition of Rob Brannen, applicant and agent of Trans-World Properties, LLC to establish and locate the use of a Group Home for Disabled Persons on property at 1143 Dean Forest Road. PIN 6-0990-01-006B

Rob Brannen; Bouhan Falligant LLP stated he is the attorney representing Jarrard Denny for the petition of the group home. Mr. Brannen said the ordinance has passed and requires Board of Appeals approval. The property is twenty acres, .25 miles back from the main road with two houses that belonged to the Charles Smith Family compound. One side is City of Savannah's horse farm with auto parts sale on the other side. Mr. Brannen said the program is 16 men transitioning back into society and this is not a half-way house nor treatment center. He said this is a good location for a high-end treatment center.

Jarrard Denny said this will be a structured environment with ½ dozen staff, 24 hr. supervision and I will live in the carriage house. He stated the program starts at 6:30am, there will be afternoon group meetings and evenings out within the community to ease transitionals back into society. He said there will not be enough time for occupants to do as they please, we provide all transportation and this will be something we will be proud of. Mr. Denny stated that his background includes a couple of years in the Tennessee area with a similar program.

Patrick Owens said he speaks in support of Mr. Denny and has been in this industry; the demography is ages 19-26, it will be a positive impact on the community and would be a pleasure to be in Garden City.

Tina Kelly, 1140 Dean Forest Road said alcohol dependency is a disability. She has friends of PTSD and this program is needed, she understands that this program must go somewhere but she has had a personal experience and with this being across the road has a concern of increased crime rate. She stated this will give an 8% drop in property value and wants to sell property but not at a loss. The facility is needed but having six people to watch over up to 16 people is concerning. She said I ask that you think about the long term affects.

Tim Jones, 1128 Dean Forest Road, stated he owns Preferred Pest Control and this house/compound was built for single family. He said can the water supply handle this many residents, six staff persons is not enough, this request does not fit the area, this needs to be in an area with a bus line, the staff are not armed guards; there are a lot of concerns and this is not a good idea.

Ron Alexander; Planning Director said this is a state regulated facility, this will be tabled with no action for six months.

Dianne Brannen; 5528 Silk Hope Road said she admires the newly drafted ordinance, this is not covered by ADA. After giving examples of ADA disabilities Ms. Brannen states this does not cover individuals engaged in prior drug use and she is requesting that you go back and reconsider a more defined ordinance and that HUD by definition agrees with ADA standards. Ms. Brannen said consider barrier fencing, limits on the number of people in the program, and putting plans in place for those that succeed.

Delores Screen Daniels; 1137 Dean Forest Road said she has been a 40 year resident and this backs up to my house. What are the plans for long term growth and will they remove the greenspace? Ms. Daniels said this property has a one-lane driveway and will not work for emergency purposes, people in treatment centers are a danger to society; I have a 95 year old mother who lives with me fulltime and this is our home. Ms. Daniels said this is a good cause but not behind my house.

Carl Gilliard; State Representative said he wants to commend Mr. Denny, this sounds good but this type work is not easy, this is not good for Garden City. He said you have to be focused on what will help but

you have to be concerned about the Garden City residents. Mr. Gilliard finished by saying it's a good vision and is on the move but you must think about the business and the residents. He said you can't cripple the transitionals.

Steve Bishop; 5524 Silk Hope Road said he has concerns with the process and the proposed development behind City Hall, will these new residents want this? He said what type interaction with the community, we don't want to sacrifice safety. He said what education does Mr. Denny have; what if these men need medical attention, this type facility needs to be closer to a hospital that can provide care?

James Moultrie; 317 Main Street said we have to give people another chance in life, do as Christ says do. He said this young man wants to help people, there's space, use the space and give the opportunity to help someone. Mr. Moultrie said I have lived at my residence for 14 years and if harm is going to happen it will happen; we have to give people the opportunity to grow.

Carol Kriner; 5522 Silk Hope Road, said my property backs up to this property; I have been at my property since 1950; I admire what they are doing but this is going to bring the property values down and this facility will change the feeling of security.

Mr. Brannen said he appreciates comments and the manner in which they were delivered but he would prefer to meet back with everyone and present when we have a chance to think about and answer questions. Mr. Brannen said he wants to regroup to address points.

Commissioner Orrel said this is very important, 19-26 year olds are impressionable, the idea is wonderful but there are a lot of issues to be addressed.

Commissioner Selph said it is up to you Mr. Denny to address concerns, security, and staff. A better detailed plan would be appreciated.

Commissioner Jackson said he wants to thank Ms. Kelly for her service. He asked Mr. Denny what is the length of time for the residents and will there be any mission type projects?

Mr. Denny said the length of time for the resident is 60-90 days with half day involved in service work on Saturdays. Mr. Denny stated the residents will received 24/7 supervision, not allowed to leave on their own, they will be discharged if they do not adhere to regulations and residents will not have electronic monitors.

Vice-Chair Perry said we need a definition of what you're doing, how will you restrict the residents from leaving the property. She said this is a high undertaking and hope that you find a way to make it happen.

Mr. Denny said the residents must be a willing participant as we are not interested in taking anyone forcefully, this is voluntary and the timeframe to leave is based on progression.

Commissioner Crosby said with alcohol and drug dependency these people will need to be busy.

Mr. Denny said the program is structured and the resident will not have leeway to acquire drugs or alcohol, this program is zero tolerance. Mr. Denny reads daily schedule.

Commissioner Selph asked if visitors are allowed.

Mr. Denny replied once per month on Sunday.

Chairman Monroe said this is a tremendous decision to make and I have one critical question; what is the accreditation?

Mr. Denny said there is no clinical or medical care and no accreditation. He said he wants to create the environment of the 12 step program; he stated there will be no behavioral or mental illness patients and their progress will be tracked.

Chairman Monroe said what happens if they leave and is this a nonprofit?

Mr. Denny replied if they leave they will be discharged from the program. Mr. Denny said this is a profit business.

Tim Jones stated this is a business and I had to buy a bond for flowers, let's have Mr. Denny purchase a 20 million dollar bond and if someone gets hurt we get reimbursed.

Chairman Monroe said we know the value of being able to have a community.

Delores Screen-Daniels said she is concerned about the growth of this business, how long can you survive with 16 people, what are the guidelines the City has in place to control expansion?

Chairman Monroe asked for further comment; being none he called for a motion to close the public hearing. Commissioner Selph made a motion to close. Commissioner Cox second the motion; vote passes without opposition.

Board of Zoning Appeals

PC1823: Rasheedah and James Moultrie, property owner, request to establish a use as a home business with parking of three bobtail trucks at 317 Shavers Road. PIN 6-0016-07-015.

Chairman Monroe stated Garden City staff has reviewed the PC1823. In order for the City to hear a request for land use, the petitioner must provide residency or show proof of legal representation. At this time staff has not received proof of legal residence from the petitioner. The issue is the entire parcel (incorporating three homes) is in probate court as the owner has passed and left the entire parcel to siblings. In this situation the executor of the estate would be the party granting or acknowledging residency. One of the heirs/siblings is the executor of the estate. As of this date, it has been confirmed that the "executor of the estate" has refused to provide or acknowledge any supporting documentation as to residency of the petitioner. Chairman Monroe continued by saying Staff recommends any action on the matter be tabled to give the petitioner a reasonable amount of time to resolve the probate court matters and allow 60 days to the petitioner to provide proof of residency with the item to be placed back on the agenda to take formal action on the matter.

Chairman Monroe called for a motion; Vice-Chair Perry made a motion to table **PC1823: Rasheedah and James Moultrie, property owner, request to establish a use as a home business with parking of three bobtail trucks at 317 Shavers Road. PIN 6-0016-07-015** to allow 60 days to the petitioner to provide proof of residency and time to resolve the probate court matters. Commissioner Crosby seconds the motion; a vote is taken and passes without opposition.

With no further business Commissioner Crosby made a motion to adjourn the Board of Zoning Appeals meeting; with a second by Commissioner Cox; the vote passes without opposition.

Planning Commission

PC1814B: Jay Maupin representing Sam Spencer property owner request a site plan approval of 266 Alfred Street for future development as a truck tire repair facility. PIN 6-0733-01-010.

Chairman Monroe opened the floor for comment and those in favor of the request.

Mr. Maupin stated this request is for the site plan on Alfred Street to build the facility, the rezoning is completed. We will provide buffers, will have access between two parcels and retain the curb cut.

Commissioner Selph asked what type fencing will be for the development?

Mr. Maupin replied security, chain link with a vegetative buffer.

Commissioner Jackson said what are your plans for landscaping? He said I have concerns about entering and exiting the property; could they use Alfred Street to exit it seems it would be safer?

Mr. Maupin stated it would be easier for larger vehicles. He said landscaping will be ripped out and redone. He stated the surface grade is grade except for the apron on Alfred with the chain link fence being a security feature.

Vice-Chair Perry asked if the addresses will remain separate.

Mr. Maupin said the development will be addressed separately but will use the primary address the most.

Commissioner Jackson said have you taken the residential area into consideration with plans for lighting?

Mr. Maupin said the plan will provide backlighting and fencing. The main consideration is getting them as employees, there is no concern with traffic.

Ron Alexander; Planning Director stated he did not notice any congestion with school traffic, the street belongs to Savannah, this will be going away from school traffic.

Chairman Monroe opened the floor for comment and those in opposition; with no opposition Chairman Monroe stated Garden City Staff has reviewed the property to be developed to be used as a heavy truck tire repair facility and recommends approval of the site plan.

Chairman Monroe called for further questions or comments, being none Chairman Monroe called for a motion; Commissioner Crosby made a motion to approve **PC1814B: Jay Maupin representing Sam Spencer property owner request a site plan approval of 266 Alfred Street for future development as a truck tire repair facility. PIN 6-0733-01-010.** Commissioner Selph seconds the motion; a vote is taken and passes without opposition.

With no further business Commissioner Cox made a motion to adjourn the Planning Commission meeting; with a second by Commissioner Selph; the vote passes without opposition.

1.3 BUILDING DEPARTMENT

During the month this office issued 39 permits for various items pertaining to Site Infrastructure and Vertical construction activities. There were approximately 79 onsite inspections associated with the permits issued. There has been approximately 60 plan reviews associated with the number of permits issued to ensure compliance with the civil, environmental, building, fire, mechanical, electrical and plumbing codes and ordinances adopted by the state and city. There has been approximately another 30 meetings to discuss a variety of issues concerning building related matters such as plans, codes, ordinances and procedures. Please note the majority of these in office and field visits were done in conjunction and simultaneously with other types of inspections such as Business Licenses Verifications, Fire Inspections and Zoning Verifications.

The following are the totals for the month:

39 permits issued

79 inspections

60 plan reviews

30 meetings

Approximately 8 hrs. of in house and field training.

1.4 FIRE MARSHAL

During this reporting period there were approximately 45 onsite Fire Inspections of **Garden City's** jurisdictional properties and facilities. During the month there has been approximately 35 in office Fire Protection reviews of planned projects pertaining to Fire Protection planning prior to permitting. These inspections and reviews are based on and are to ensure that all state and locally adopted codes are properly and efficiently enforced. Training in the above mentioned areas continues with major emphasis applied to training in the form of on-site training and in office training. Please note the majority of these in office and field visits were done in conjunction and simultaneously with other types of reviews and inspections such as Business Licenses Verifications, Building Inspections and Zoning Verifications.

The following are totals for Fire Marshal activities for the month:

45 onsite inspections

35 plan reviews

Approximately 2 hrs. in house training and educational activities.

1.5 FLOODPLAIN MANAGEMENT

During this reporting period, continued emphasis has been applied to monitoring construction activities in the Special Flood Plain Areas and keeping an inventory of the Cuts and Fills in those areas. The strengthening of communication and combined efforts of other regulatory agencies such as EPD and EPA continued this month. The efforts are important in order to ensure the City stays in compliance with federal regulations, and at the same time using those resources where possible to aid in the enforcement of those regulations common to all concerned. The efforts to improve **the City's Community Rating System (CRS)** is ongoing during this month. Part of that process involves interaction and participation of multi-jurisdictional meetings and trainings amid at unity in all the local jurisdiction in the enforcement of the common regulations. In doing so the City continues advancement in the governing regulations which yields better ratings resulting in lower Flood Insurance Rates for our citizens located in the Special Flood Hazard Areas. The enforcement involves meetings, plan reviews and site inspection of all City jurisdictional properties located in the Special Flood Hazard Area. City staff on a daily bases monitors all activity located in the areas.

The following are totals for the month:

Approximately 20 related site inspections

Approximately 25 plan reviews

1.6 PHOTOGRAPHS



New Facility - 8 Bryce Industrial Drive



New Facility - 30 Bryce Industrial Drive



Pump-N-Go - Augusta Road



New Home - 13th Street



Site Development - 54 Sonny Perdue Drive

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR AND CITY COUNCIL DATE: 8/20/18

SUBJECT: *Public Works & Water Operations Monthly Status Report*

Report in Brief

The Public Works & Water Operations Departments Monthly Status Report includes an extensive summary of the monthly activity of all divisions within the Departments. This report also provides information regarding key projects and/or activities throughout the month.

The operations detail contained in this report is for the month of July and all project related information is current as of 7/31/2018.

Prepared by: Sara Berry
Title Public Works Administrative Services Manager

Reviewed by: Benny Googe
Title Public Works Director

Ron Feldner, City Manager

Attachment(s)

**Public Works Department
Monthly Status Report
Summary – July 2018**

Operations & Maintenance

Public Works personnel ***completed*** 15 **Resident Requests**, making 108 **Work Orders** for the month of July. ***They included:***

Storm Drainage:

- Ditch Maintenance (Backhoe): 2800 feet
- Canal Maintenance (Kubota Sidecutter): 129 miles
- Underground stormwater utility point repairs: 0 feet pipe repair, multiple storm drains and inverts cleaned
- Storm Drains Vacuumed: \$0 (3rd Party)

Streets:

- \$8,113.50 for 3rd party street/asphalt repairs
- About 1,455 miles of shoulder maintenance
- Dirt/gravel roads scraped: Davis, Deloach, Beasley, Burgess, Old Buckhalter and Constantine
- Multiple potholes repaired by staff

Street Sweeping:

- 16 miles

Signs & Markings:

- 0 Knockdowns/replacements/cleaned/new

Street Lights:

- 1 Street light outage/replacements (Reported to Georgia Power)
- 0 New Street light requests

Mixed Dry Trash Collection by City:

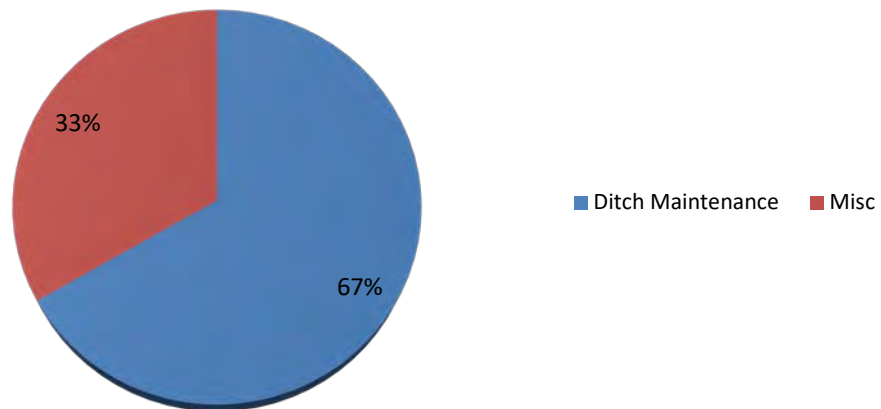
- 8.94 Tons Collected Total Mixed Dry Trash (\$73.35 / ton)
- 295.97 Tons Collected YTD taken to Savannah Regional Landfill
- 0 Truckloads Dry Trash taken to Savannah Inert Landfill
- 0 Truckloads Dry Trash YTD taken to Savannah Inert Landfill

Trees:

- \$650 spent for tree removal, tree trimming, and debris removal. (3rd Party)
- Two fallen trees (Bunger Pit Rd) removed by 3rd party.

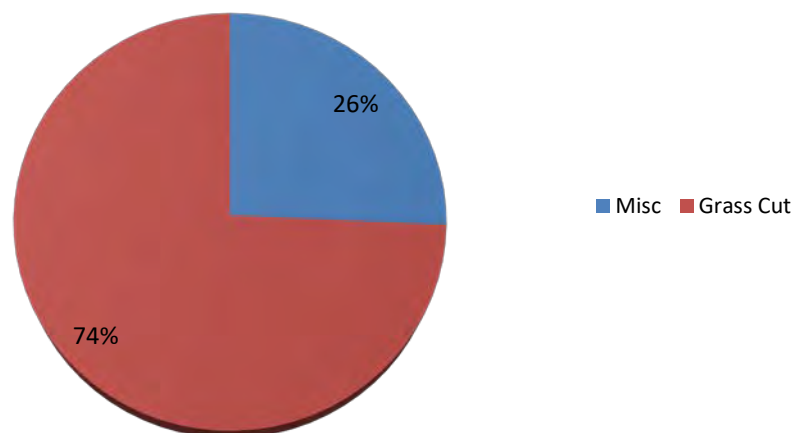
Service Request – Every time a request for Public Works service is made by phone call, written request, email request, or an actual one-on-one request to a PW employee, a **“Service Request”** is generated. This builds a computerized record of all requests made.

July's Top 4 Service Requests



Work Order – A **“work order”** is created each time a work crew or individual is assigned a task either because of service requests, pre-planned maintenance projects, or by other situations as they arise. This produces a database of work accomplished and the time and materials it took to do the work.

July's Top 4 Work Order Types



Summary – July 2018

Water Operations & Maintenance

80 **Service Orders** were received, and >>>>>>>> 41 **Work Orders**
_____ Water/Sewer crews handled **121** total. _____
for the month of July . They included:

Water: 29 Work Orders

- Produced 28.081 Million gallons of drinking water per day.
- **Hydrant Services**
 - 0 Hydrant Replacements
 - 0 Hydrant Repairs
- **Water Line Services**
 - 14 Lateral Line Repairs, Installs, Replacements, and Maintenance
 - 0 Main Line Repairs, Installs, Replacements, and Maintenance
- **Water Valve Services**
 - 93 Located services
 - 0 Valve Replacements
 - 0 Valve Installations
 - 70 Water Cut-Ons
 - 80 Reconnects– Delinquent Water Bills
 - 61 Water Cut-Offs
- **Meter Services**
 - 0 Meter and MXU investigations
 - 0 Maintenance services
 - 10 Meter and MXU replacements
 - 105 City initiated Re-Reads
 - 4 Customer Requested Re-Reads
 - 0 Corrected Readings

- * Meter investigations consist of checking meters for accuracy and checking for leaks as requested by residents.
 - * Maintenance Services consist of repairs made for leaks at the meter, register repairs, box or lid replacements, as well as, requested cleaning services for apartments.
 - * City initiated Re-Reads occur any time a meter reader is requested to re-read a meter to confirm a high or low bill and, if needed, to give a courtesy notification of a possible leak. A re-read does not necessarily indicate a problem with the reading or the meter.

Sewer: 12 Work Orders, including

- ***Sewer Cleanout Services***
 - 0 Repairs
 - 1 Replacements
- ***Gravity Main Services***
 - 5 Inspections
 - 0 Repair
 - 0 Sanitary Sewer Overflow Event
- ***Sewer Lateral Services***
 - 8 Blockages Cleared
 - 0 Lateral Repairs
- ***Manhole Services (flushing & repairs)***
 - 12 Inspections and Maintenance
 - 0 Repairs

Wastewater Treatment Plant and Water System

- ClearWater Solutions (CWS) has submitted the MOR for water, DMR for wastewater, and all paperwork pertaining to them for the month of July 2018.
- The treatment plant treated and discharged a total monthly average of 1.0 MGD.
- There were no violations of the Garden City NPDES permit or on the MORs for the month of July 2018.
- The water system withdrew a total of 28.081 MG and used 0.077 MG from Savannah I & D (Town Center Water System).
- During the month of July zero lbs. dry solids were removed from the WPCP.
- The in-house laboratory continued to analyze most all NPDES permit and process control tests, except the annual tests that are contracted with EPD.

Fleet Maintenance

During the month of **July**, the Shop serviced and/or repaired **62** city vehicles/apparatus & equipment for a current annual total of **424**.

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: 08-13-18

SUBJECT: *Police Department Monthly Status Report*

Report in Brief

The Police Department Monthly Status Report includes an extensive summary of the monthly activity of the divisions within the Department. This report also provides information regarding key items of interest and/or activities throughout the month.

The operations detail contained in this report is for the month of July 2018.

Prepared by: Angela S. Zipperer
Title: Executive Assistant to
Gilbert C. Ballard
Chief of Police

Reviewed by: Gilbert C. Ballard
Title: Chief of Police

Ron Feldner, City Manager

Attachment(s)

**Police Department
Monthly Status Report
Summary – July 2018
Operations**

Calls for Service

There were a total of 2,050 calls for service in the month of July 2018, for a total of 16,925 calls for service year to date.

Current month's calls included:

Offenses:

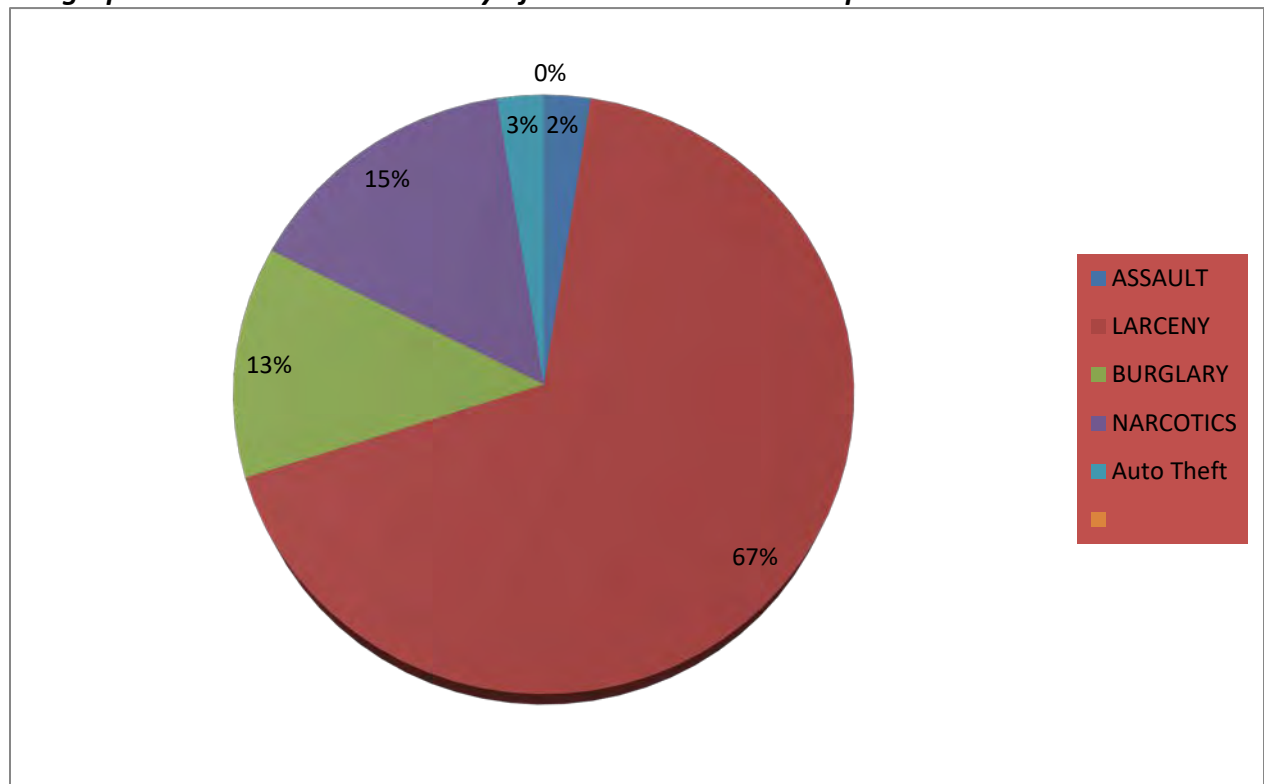
Assault	1	Burglary	5
Robbery	0	Larceny	27
M.V. Theft	1	Narcotics	6
Rape	0	Murder	0
All Others	1,953	Accidents	57

Current Month's Top 6 Criminal Violations by District

Mayor Bethune and Mayor Pro Tem/Council Member at Large Kicklighter

	<i>Daniel District 1</i>	<i>Ruiz District 2</i>	<i>Campbell District 3</i>	<i>Cody District 4</i>	<i>Tice District 5</i>
<i>Assault</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>
<i>Larceny</i>	<i>9</i>	<i>5</i>	<i>3</i>	<i>6</i>	<i>4</i>
<i>Burglary</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>2</i>	<i>1</i>
<i>Narcotics</i>	<i>1</i>	<i>2</i>	<i>1</i>	<i>1</i>	<i>1</i>
<i>Auto Theft</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>
<i>Robbery</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

The graph below is a visual summary of the Current Month's Top 6 Criminal Violations.



Traffic Violations

There were a total of 975 traffic violations during the month of July 2018. ***They included:***

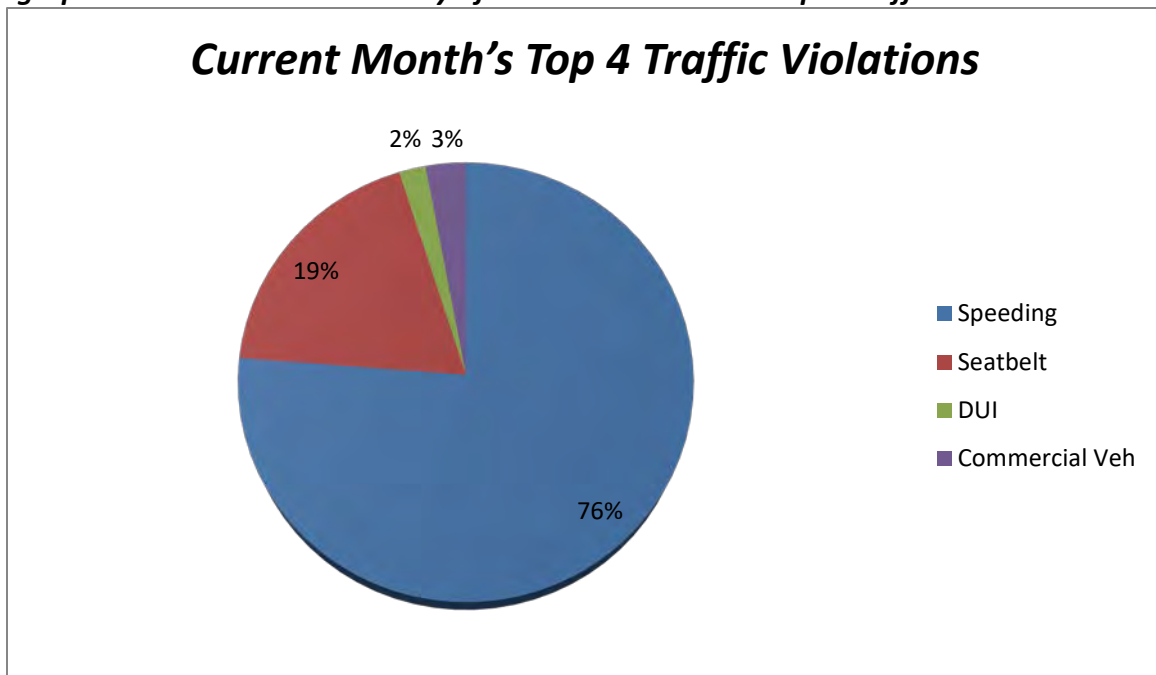
Traffic Citations Issued

Accident Citations	39	Fatalities	0
Written Warnings	311	Speeding Violations	311
Seat Belt Violations	77	Miscellaneous Citations	217
DUI's	8	Total Citations	975

Commercial Vehicle Unit(s) Citations Issued

Total Citations Issued 12

The graph below is a visual summary of the Current Month's Top 4 Traffic Violations.



Municipal Court Summary

During the month of July 2018 the Garden City Municipal Court handled 282 cases for a current annual total of 2,922 cases.

➤ Traffic Citations handled in court	220
➤ Criminal Cases handled in court	62
➤ Cases issued probation	54
➤	

Adult & Juvenile Arrest/Charge Summary

The following is the total of **Adult and Juvenile Arrests/Charges** made by this department this month. This may not represent the actual number of individuals arrested as there are generally many cases where an individual will have multiple charges or counts of a specific charge. These statistics represent charges and arrests made for Criminal Code as well as Municipal Ordinance violations.

Arrests

Adult Arrests/Charges		Juvenile Arrests/Charges	
49	96	0	0

Training

During the month of July 2018, police personnel reported a total of 285 hours of training resulting in an average of 7.92 hours of training per Officer.

Items of Interest for July 2018

- **Our recruit Anthony Desardin started the Police Academy on July 5, 2018.**
- **The Chief attended the GACP Summer Conference in Savannah, GA on the 21st of July through July 25th of July 2018.**
- **The Police Department participated with our local McDonald's restaurant in a Community Outreach event "Coffee with a Cop" on July 12, 2018.**

Memorandum

To: Gilbert C. Ballard, Chief of Police
From: Cpl. C. Scott Robider
Date: 8/17/2018
Re: Code Enforcement Council Report for July 2018

Code Enforcement: Dates for this summary are July 2018.

Cases in Compliance	189
Property/Violation Re-inspection's	536
Notice of Violations Issued	237
Illegal Signs Removed:	25
Properties Maintained in Lieu of Liens	2
Court Cases Pending	6
Vehicles Tagged for Tow	21
Vehicles Removed/Remediated by or 3rd Party	14
Vehicles Towed	7
Roll-Out Cart Violations Issued	19

Code Enforcement Action Report

All,

June was a busy month for the Code Unit! We were able address many issues as well as begin continue several initiatives that appear to be making a positive difference. The rain during the month has been plentiful, so the growth rate of the grass has been a constant challenge. Due to this fact, the Code Unit has issued many Courtesy Notices in an effort to work with the citizens we serve.

Gladly, I am finding a great level of support and excitement for the efforts of the Code Unit, and I have had many non-residents as well as citizens commenting on the visible difference that they can see in the City. I want to thank all of you for the continued support to make a positive change.

The Code Unit has several notable projects that were commenced or completed during July. They are as follows;

1. **The "In Plain Sight"** house at 5136 Highway 21 demolition was completed and the area looks much better. I have attached several photo's which shows the house demolition and the cleaned and clear lots. The foliage and vines were removed to allow more visibility and to showcase a clean look. The owner of the property has continued to express an interest in demolishing the adjacent garage which will add a crisper look to Highway 21.
2. **Automotive Center's** appearance and compliance within the City have been a constant area of concern for many residents and City Officials. The Code Unit has been revisiting the existing codes and working to educate the businesses of the requirements the codes impose. Often there is a huge misconception regarding the allowable number of cars, screening requirements or even the work allowed to be performed based on their business license. The Code Enforcement Unit always starts with education about the codes and request voluntary compliance until enforcement is necessary.
3. **Family Dollar** has been an ongoing nuisance for a long period of time in our City. With the support of the City Manager, City Attorney and the Chief of Police we have reached an agreement with the company. Family has agreed to pay a large fine and enter into a Consent Order which will govern the operation going forward. The business has agreed to be held to a high standard which the Code Unit will vigorously enforce. I would like to express my thanks to Councilmen Bruce Campbell and the residents of St. Joseph Avenue for their patience during this stressful and prolonged process.
4. **Mobile Home Parks/Camper Lots** the Code Unit has been actively engaged with the both the tenants and the lot owners regarding blight in mobile parks. We have also condemned several units after Planning & Zoning performed structural inspections. Additionally, the invasiveness of camper lots within the city is also alarming for the Code Unit. Although the Code Unit recognizes that many tenants in these campers are often economically stressed

we are consistently finding the campers are not safe or healthy. The Unit will be addressing these concerns in the coming weeks.

5. **Structural Condemnation** due to safety and health concerns has been a large focus over the past several months for the Code Enforcement Unit. Many residents have owned or inherited property from hard working family members over the course of many decades. However, either through hardship, disaster or neglect the homes have deteriorated to levels that are unsafe and unsalvageable. We often find the owners have the desire to remediate the property but the cost to bring the structure to proper code is astronomical. The Code Enforcement Unit works diligently to offer options to assist citizens with these often very sensitive matters.
6. **Illegal Dumping** continues to be a large issue in the City as there are many areas that are often less traveled after evening hours both in urban and semi-rural sections of the City. Additionally, as indicated in the photos, we have continued to struggle with “drive-by” dumping which creates issues for the residents and the City. The Code Unit is working to develop some preventative measures to thwart this continuous nuisance.
7. **Plantation Town Homes** incurred a detailed re-inspection by the Code Unit and although some violations were corrected others have remained untouched. The Owner was given additional Violation Notices and given 5 days to address ALL the issues. Several containers were brought by the owner for debris removal, but the identified rubbish/debris is yet to be placed inside them. This development is a consistent issue not only for City but also for the Police Department and Fire Department, so additional steps are now in motion to press compliance.
8. **“Go or Tow”** initiative which identifies abandoned or derelict vehicles in the community which are subject to removal. To date, the Unit has tagged 219 vehicles in the City for removal due to inoperability or abandonment. A large percentage were removed by the owner’s, some removed by private companies enforcing no parking in retail areas and the remainder through towing by the Code Unit.
9. **JT’s Trucking on Highway 21** The current lease holder has made many improvements to the location and it appears that a new business is in the process of moving into the space. The former tenant was given several violation notices to address prior to leaving the property which were addressed.
10. **Debris Marking Program** was implemented in order to identify limbs, tree’s, junk and other nuisances which are in violation of the City Codes. This allows the responsible parties and City Staff to be able to identify the items that are in violation for removal. The violator is then given a notice and allowed time to remove the items. However, we have recently submitted a list of locations that are not in compliance and they are scheduled for removal and subsequent billing.

Structural Condemnation Issues



“Hidden in Plain Sight House”



JT's Trucking Location



Automotive Center's Compliance effort





“Go or Tow” Program



Plantation Town Homes



Debris Marking Program

August 17, 2018



**REPORT TO AUGUSTOR AND CITY
COUNCIL**

TO: THE HONORABLE AUGUSTOR AND CITY COUNCIL DATE: August 15, 2018

SUBJECT: *Fire Department 2018 July Report*

Report in Brief

The Fire Department Monthly Status Report includes an extensive summary of the monthly activity of the divisions within the Department. This report also provides information regarding key items of interest and/ or activities throughout the month.

The operations detail contained in this report is for the Month(s) of July of 2018, and all related information is current as of August 15, 2018 .

Prepared by: Jennifer Scholl
Title Executive Assistant to
 Corbin Medeiros
 Chief of Fire

Reviewed by: Corbin Medeiros
Title Chief of Fire

Ron Feldner, City Manager

Attachment(s)

Calls for Service in July of 2018

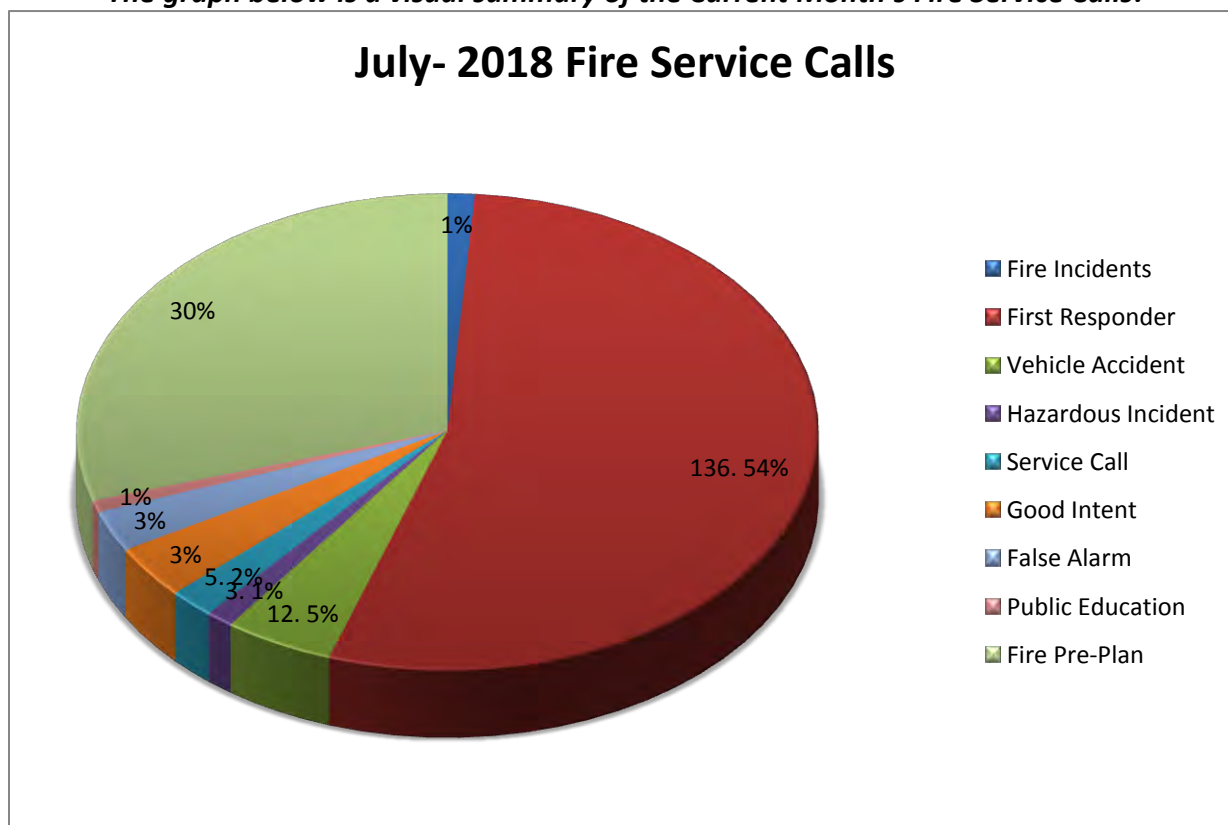
There were a total of 252 calls for service in the month of July, 2018, for a total of 1,479 calls for service year to date.

Current month's calls included:

Incident Type:

Fire Incidents	3	Good Intent	9
Fire Responder	136	False Alarm	7
Vehicle Accident	12	Public Education	2
Hazardous Incident	3	Fire Pre- Plan	75
Service Call	5		

The graph below is a visual summary of the Current Month's Fire Service Calls.



Department Activities/ Events

Department Training

During the month of July fire personnel reported a total of 447.70 hours of training resulting in an average of 26.33 hours of training per Firefighter.

Leadership

During the month of July several firefighters attended Leadership in Supervision: Frameworks to success at the G.P.S.T.C. campus in Forsyth, GA.

Fire Instructor 2

Several firefighters attended training Fire Instructor 2 which was conducted by Pooler Fire Department.

Community Relations Activities/Events

Senior Center Blood Pressure Checks

During the month of July, the Department continued conducting weekly blood pressure checks at the Senior Center on Tuesdays. This activity continues with a great response.

Kingdom Life Church

The department conducted fire safety education for members of the Kingdom Life Church during the month of July.

Savannah Christian Preparatory School

The department conducted CPR/ AED/ First Aid, Stop the Bleed, and Concussion & Head Injury Management for 21 members of the S.C.P.S. staff.

Community Business Pre-Plans

The department completed 75 pre-plans for businesses of Garden City during the month of July. Chief Medeiros, Chief Lewis and the department Officers have been working with Ed DiTommaso to fine tune the new database program for pre-plan data.

Looking Ahead

- Partnering with Memorial Healthy University Medical Center and area schools on the "Stop the Bleed" program.
- Continued training for Firefighters pursuing Fire Inspector.

ORDINANCE 2018-__

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF GARDEN CITY, GEORGIA, AS AMENDED, TO ESTABLISH FOUR (4") INCHES AS THE MINIMUM HEIGHT FOR THE NUMBERING OF HOUSES AND PRINCIPAL BUILDINGS IN THE CITY; TO DESIGNATE THE CITY MANAGER OR HIS/HER DESIGNEE AS THE ADMINISTRATOR FOR THE PURPOSE OF ENFORCING THE NUMBERING REQUIREMENT; TO PROVIDE A PENALTY FOR VIOLATIONS; TO REPEAL ALL ORDINANCES IN CONFLICT HERewith; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Be it ordained by the Mayor and Council of Garden City, Georgia, and it is hereby ordained by the authority thereof that:

Section 1. Section 18.9 of Chapter 18, Article 1, of the Code of Ordinances of Garden City, Georgia, as amended, entitled "Buildings and Building Regulations; Numbering of Houses and Principal Buildings," is hereby amended by deleting said Section in its entirety and replacing it with the following:

"Sec. 18.9. – Numbering of Houses and Principal Buildings.

It shall be the duty of the owners and occupants of every house and principal building in the City to have placed thereon, in a place visible from the street figures exhibiting the numbered address of the house or building. The figures shall be mounted or raised, be at least four (4") inches high, and have a color distinctive from that of the house or building exterior on which they are to be placed. Any person, firm, or corporation who/which fails to so number any house or principal building occupied by him/her/it after receiving notice to do so from the City Manager or his/her designee shall be fined \$10.00 for each day during or on which a failure to so number continues."

Section 2. This ordinance shall become effective as of January 1, 2019.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

ADOPTED this _____ day of August, 2018.

RHONDA FERRELL-BOWLES
Clerk of Council

Received and approved this _____ day of August, 2018.

DON BETHUNE, Mayor

GARDEN CITY RESOLUTION

BE IT RESOLVED by the Mayor and Council of Garden City, Georgia, in regular session assembled, and that they do hereby appoint Deidrick Cody as the City's citizen representative on the Chatham Area Transit Authority to serve at the City pleasure, on an at-will basis, for a term commencing on the effective date of this Resolution and ending July 1, 2023, and until the appointment and qualification of his successor.

IN OPEN SESSION this ____ day of August, 2018.

RHONDA FERRELL-BOWLES
Clerk of Council

Received, approved, and made effective this _____ day of August, 2018.

DON BETHUNE
Mayor

GARDEN CITY RESOLUTION

WHEREAS, Garden City, Georgia, desires to purchase one (1) crew cab truck and one (1) flatbed dump truck to meet the needs of its public works department; and,

WHEREAS, the purchase of the above-mentioned trucks has been identified in the City's 2018 Budget at a line item amount of \$ 28,360.00 for the crew cab truck and \$ 66,651.00 for the flatbed dumb truck; and,

WHEREAS, during the second quarter of 2018, the City's Public Works Department solicited requests for sale offers on such vehicles resulting in the following lowest and most responsible proposals:

<u>Vendor</u>	<u>Vehicle Description</u>	<u>Offering Price</u>
J.C. Lewis Ford Savannah, GA	2019 F-650 Diesel Base Regular Cab	\$69,517.96
O.C. Welch Ford Lincoln, Inc. Hardeeville, SC	2018 F-150 XL 4X4 SuperCrew Cab Styleside 5.5' Box 145" WB	\$29,897.00

WHEREAS, the City's Public Works Department has recommended that the City enter into a purchase contract for the new flatbed dump truck with J.C. Lewis Ford, and a purchase contract for the new crew cab truck with O.C. Welch Ford Lincoln, Inc., for the offer prices of \$69,517.96 and \$29,897.00 respectively, both amounts being both fair and reasonable, and within budget;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Garden City, Georgia, that the proposal of J.C. Lewis Ford to sell the City a flatbed dump truck at the price of \$69,517.96, and the proposal of O.C. Welch Ford Lincoln, Inc., to sell the City a crew cab truck at the price of \$29,897.00 be accepted, and that contracts for the purchase of the trucks be negotiated and entered into between the City and the vendors.

BE IT FURTHER RESOLVED, that the purchase prices for both vehicles be funded through cash in the City's General Fund.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign the purchase contracts or orders for the new crew cab truck and the new flatbed dump truck as well as all other documents associated therewith in the name of the City, with the City Clerk's attestation to said Manager's signature.

ADOPTED AND APPROVED this 20th day of August, 2018.

RHONDA FERRELL-BOWLES, Clerk of Council

Received and approved this 20th August, 2018.

DON BETHUNE, Mayor

RESOLUTION

WHEREAS, Garden City, Georgia, desires to purchase six (6) Dodge Chargers to be used as police vehicles for the total approximate price of One Hundred Forty-Two Thousand and 00/100 (\$142,000.00) Dollars plus equipment to outfit such vehicles at the approximate price of One Hundred Thirty-Eight Thousand Four Hundred Sixty-Five and 00/100 (138,465.00) Dollars in order to meet the public safety needs of its police department; and,

WHEREAS, the purchase of the above-mentioned vehicles and equipment is eligible for funding by SPLOST funds to be received in years 2018-2020 by reason of being an "acquisition of public safety equipment" under the 2014 SPLOST referendum; and,

WHEREAS, the City's Chief of Police has recommended that the total purchase price for the vehicles, plus the costs of equipping same, be initially funded by the Georgia Municipal Association ("GMA") through lease supplements to that certain Master Lease by and between GMA, as Lessor, and the City, as Lessee, dated April 21, 2003, with payment terms set forth in the attached Exhibit "A";

NOW, THEREFORE, BE IT RESOLVED by the Council of Garden City, Georgia, as follows:

1. The City's Chief of Police is authorized and directed to immediately solicit requests for sales offers for six (6) Dodge Chargers to be used as police vehicles at the approximate purchase price of One Hundred Forty-Two Thousand and 00/100 (\$142,000.00) Dollars together with equipment to outfit such vehicles at the approximate price of One Hundred Thirty- Eight Thousand Four Hundred Sixty-Five and 00/100 (\$138,465.00) to be funded through lease supplements to that certain Master Lease by and between GMA as Lessor, and the City as Lessee, dated April 21, 2003, with payment terms set forth in the attached Exhibit "A";

2. The City Manager of the City is hereby authorized and directed to execute and deliver a Lease Supplement pursuant to the Master Lease to put into effect one or more leases for the above-mentioned six (6) Dodge Charger police vehicles with equipment (the "Leased Property"), and that said City Manager be authorized and directed in the name and on behalf of the City to execute and deliver (a) one or more Lease Supplements for items of the Leased Property in substantially the form attached to the Master Lease, with such changes and additions as may be approved by said officer, and (b) such other documents as may be deemed by such officer to be necessary or desirable to effect the purposes hereof or of the Master Lease, such execution constituting conclusive evidence that the executed documents have been approved hereby, and to further do all things necessary and appropriate to effectuate the purposes hereof.

3. An appropriation from SPLOST funds to be received by the City in years 2018-2020 is hereby made for the "Rental" and "Termination Payment" during the "Starting Term" under such Lease Supplements, and the budget of the City is hereby amended to reflect such appropriation to the extent necessary.

4. The lease or leases contemplated by said Lease Supplements are hereby designated "Qualified Tax-Exempt Obligations" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, and the City Manager shall be authorized to confirm such designation by execution of appropriate documents in connection therewith.

5. The authorization being given above shall be effective immediately.

Adopted and approved this _____ day of August 2018.

RHONDA FERRELL-BOWLES
Clerk of Council

Received and approved this _____ day of August, 2018.

DON BETHUNE, Mayor

EXHIBIT "A"

Branch Banking and Trust Company
Draft Amortization Schedule

City of Garden City
(6) Police Vehicles & Equipment

Nominal Annual Rate : 3.430 %

AMORTIZATION SCHEDULE - U.S. Rule (no compounding), 360 Day Year

Date	Payment	Interest	Principal	Balance
Loan 09/05/2018				280,465.00
2018 Totals	0.00	0.00	0.00	
1 03/05/2019	49,589.74	4,809.97	44,779.77	235,685.23
2 09/05/2019	49,589.74	4,042.00	45,547.74	190,137.49
2019 Totals	99,179.48	8,851.97	90,327.51	
3 03/05/2020	49,589.74	3,260.86	46,328.88	143,808.61
4 09/05/2020	49,589.74	2,466.32	47,123.42	96,685.19
2020 Totals	99,179.48	5,727.18	93,452.30	
5 03/05/2021	49,589.74	1,658.15	47,931.59	48,753.60
6 09/05/2021	49,589.74	836.14	48,753.60	0.00
2021 Totals	99,179.48	2,494.29	96,685.19	
Grand Totals	297,538.44	17,073.44	280,465.00	

CLERK'S CERTIFICATE

The undersigned hereby certifies that she is the Clerk of Council for Garden City, Georgia (the "City") and that the foregoing is a true copy of the Resolution adopted by the governing body of the City at meeting duly held on August 20, 2018, at which a quorum was present and acting throughout, and that the same has not been rescinded or modified and is now in full force and effect.

Given under the seal of the City, this _____ day of August, 2018.

RHONDA FERRELL-BOWLES,
Clerk of Council

**RESOLUTION
AUTHORIZING THE CLOSING OF THE
CITY'S WELL & TANK BANK ACCOUNT AND THE WATER
DEPARTMENT UTILITY DEPOSITS BANK ACCOUNT
AT WELLS FARGO BANK , THE CLOSING OF THE CITY'S WATER DEPARTMENT
MERCHANT SERVICES BANK ACCOUNT AT SUNTRUST BANK, AND THE
TRANSFER OF SUCH ACCOUNTS TO BANK OF AMERICA, N.A.**

WHEREAS, the City's Finance Director has recommended that in order to reduce the paperwork presently involved with depositing new construction utility and permitting fees amongst three (3) different banks, the City should consolidate its Well & Tank Bank Account, Water Department Utility Deposits Bank Account, and Water Department Merchant Services Bank Account with the Bank of America, N.A., which currently holds the City's Water/Sewer Account; and,

WHEREAS, such a recommendation would both streamline the process for paying new construction permitting and utility fees, and would make it easier for the monies deposited in such accounts to be monitored by the City;

NOW, THEREFORE, BE IT RESOLVED that the City's Finance Director take any all action necessary to (i) close the City's Well & Tank Bank Account and Water Department Utility Deposits Bank Account at Wells Fargo Bank (ii) close the City's Water Department Merchant Services Bank Account at SunTrust Bank, and (iii) transfer the above-mentioned accounts to Bank of America, N.A., for handling in conjunction with the City's Water/Sewer Account which is already being handled by Bank of America, N.A.

BE IT FURTHER RESOLVED that the City Manager be hereby authorized to sign whatever forms are required to close and/or transfer the above-mentioned accounts on behalf of the City.

Adopted and approved this _____ day of August 2018.

RHONDA FERRELL-BOWLES
Clerk of Council

Received and approved this _____ day of August, 2018.

DON BETHUNE, Mayor